Pre-Solicitation Cost and Pricing Model Presentation

Test and Operations Support Contract (TOSC)

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- The three cost model concept

- The layout and groupings of the Cost models worksheets

- Input versus non-input worksheets and cells

- Changing the model

- Worksheet by worksheet overview

- ACM Model and Rates & Factors Model

- Common problems

Three Cost Model Concept

- Three Cost and Pricing Models

  1. Basic Cost Model (BCM)

     - CLINs 1 and IDIQ

  2. Additional Cost Model (ACM)

     - Phase-In

     - CLIN 002 Preserving Thermal Protection System Manufacturing Capability (GFY 13 through GFY 22)

     - CLIN 003 ISS Transition and Retirement (GFY 20 through GFY 22)

     - CLIN 004 Retrieval and Disassembly Systems and Operations (GFY 13 through GFY 22)

  3. Rates and Factors (R&F) Model

Cost Model Layout and Grouping

- Model Layout
  - Cost worksheet follow an input sequence
  - Worksheets are grouped to put similar worksheets together
    - Productive hours
    - Labor Classifications
    - Rates
    - Staffing
    - ODCs
    - Cost/PWS sheets
    - Summaries
  - Lots of worksheets, but most have minimal inputs

- Changes worksheet lists changes to the cost model

- Table of Content

  - All Worksheets are hyperlinked for ease in navigation

  - "Table of Contents – ALL WORKSHEETS" list the worksheets in the order they appear in the model (Input Sequence)

  - "SUMMARY DATA ONLY" lists only the Summary Worksheets

Input versus non-input worksheets and cells

- Green worksheets and Green cells

  - To assist in cost model inputs we have identified all input worksheets and input cells as green

  - All other cells are locked out

- Everywhere we could, we provided drop-down menus for you to use

- We tried to minimize multiple inputs of the same data, however, we did not link between models (workbooks)

- Review all forms closely for required input cells, Staffing and other forms have input cells which are not visible when forms are first displayed

Changing the Cost Model

TOSC has tried to make the cost model flexible

- Direct Labor rate FY XX has multiple overhead rates

  - Offeror is required to change formulas if the current formula does not capture rates according to their accounting practice

  - Example of possible change is if base in model is different than what is necessary to capture cost (currently one base is direct labor only, one is direct labor plus fringes, etc)

- Direct Labor rate FY XX has an "Add'l Adjust" column

  - This is a dollar input adjustment

  - Multiple inputs can be summed into the "Add'l Adjust" as long as the offeror explains what is included

- Offeror may make changes to cells or formulas necessary to ensure they are capturing cost in a manner consistent with their accounting practices

Changing the Cost Model, Con't

- Offerors may add additional worksheets to the cost model if it helps in proposal development or in explaining their proposed costs

- No worksheets may be deleted

- Offerors are responsible for ensuring:

  - All changes to the cost model are described in detail in the cost narrative

  - All changes to the cost model are correct and the changes properly compute the offeror's proposed value

  - All added rows or columns are captured not only in the formula changes, but also in the print parameters

- Offerors are cautioned that there are numerous formulas throughout the model which are hidden or whited-out

Worksheet by Worksheet Overview

- Union

  - Insert Union Name (must be consistent with CBA)

  - Insert annual productive hours by FY for each union identified

    - Different unions have different vacation, sick leave, and holiday requirements, etc

- Productive Hours

  - List annual productive hours for exempt employees by FY

  - Include a breakout of what subtractive were used (holiday, sick, other)

  - If "Other" is used, ensure you have detailed what this includes somewhere in the cost model or cost narrative

- Productive Hr Summary is a self populating worksheet which is used for computing WYEs

- Labor Classification

  – Input offeror's labor classifications

  – Input whether position is exempt, non-exempt, union

  – Input overtime rate

  – Input escalation FY 14 through FY 22

    - Data will be reviewed by DCAA for prime and major subcontractors

    - Must state how the rate was developed in the cost narrative

- LC Conversion

  – Input the Government LC which correlates to offeror's LC

- OH-G&A-Fee Application

  - This is for Other Cost Elements Only

  - Offeror can identify whether Overhead, G&A or Fee apply by individual elements

  - All inputs are yes/no replies via drop-downs in the cost model

  - Direct Labor overhead and G&A will be identified in Direct Labor

  - There is no fee on non-labor ODCs

- Rate Summary

  - Input by GFY and Offeror Fiscal Year (OFY)

  - Input Fee by GFY for labor and OCE

  - Input G&A and Overhead for OCEs only

- Direct Labor Rate FY 13 through GFY 22

  - Input Straight Time Rate per Hr

  - Input total hours of uncompensated overtime for exempt employees (this is the only place to properly propose uncompensated overtime)

  - Input Fringe Rate and Dollars

  - Input Overhead 1,Overhead 2 or Overhead 3rate(s) and Dollars, as applicable

  - Overhead 1 base is direct labor only; Overhead 2 base is direct labor plus fringe; Overhead 3 base is direct labor, fringe and Overhead 1

  - Input G&A rate and Dollars

  - Input Add'l Adjust

    - this is a dollar value, not a rate

    - Multiple items may be summed in this adjustment, provide detail of what was included in the cost narrative

  - Correct formulas as necessary to match your accounting practice

- Staffing

  - Staffing worksheets has Dot zero (1.0, 2.0, 3.0 etc) which are to collect cost which are in support of the lower level WBSs

    - Managers, vehicles, etc

  - Input productive hours by LC for each WBS

    - FY 13 is 1 Jan – 30 Sep

    - All other FYs are 1 Oct – 30 Sep

  - WYEs are automatically computed

  - Input Overtime percentage

  - Input Headcount - This is not optional

- Staffing WBS Total worksheets is populated based on inputs provided

- Supp & Mat'l Detail Form

  - Standardized Values have been pre-populated

  - Offeror's should identify any additional supplies and/or materials beyond the standardized values by WBS. Detailed explanation of these additions must be provided in cost narrative

- Equip Form Non-Capitalized

  - Offerer should input item/description, WBS and dollars by FY

- Equip Form Capitalized

  - Used to capture items that will be reported on the Depreciation Form

- Depreciation Form

  - Offerer should input item/description, WBS and dollars by FY

  - Must correspond to capitalized equipment

  - Include salvage value

Worksheet by Worksheet Overview

- ODC Worksheet

  - Standardized Values have been pre-populated

  - Offeror's should identify any additional ODC's beyond the standardized values by WBS. Detailed explanation of these additions must be provided.

- Vehicles Worksheet

  - Input the vehicle type, corresponding WBS, quantity of vehicles

  - Input monthly cost per vehicle and cost per mile as applicable. This can be done either using the GSA Schedule or Offeror's lease plan.

- Maint-Op Agreements

  - Standardized Values have been pre-populated

  - Offeror's should identify any additional Maint-Op Agreements beyond the standardized values by WBS. Detailed explanation of these additions must be provided.

  - Additional Forms A through F are for your use for any addition inputs or cost. Detail explanations must be provided in the cost narrative

- Subcontractor List

  – Input Subcontractor name, contract type, subcontractor size and small business class

    - Subcontract name when input will populate the appropriate Subcontract 1 through Subcontractor 20 worksheet

    - At the bottom of the page are tables available for you to identify any additional contract types or combinations of small business category you desire. Once you update the tables, all items in the table will be available for you to select from the drop-down

    - Contract type is a drop-down

    - Subcontractor Size is a drop-down

    - Small Business Class is a drop-down

  – Subcontractor Summary - No input required

Worksheet by Worksheet Overview

- Cost worksheets 1 though 7.5

  - All sheet are populated based on the data previous input by you

  - The offeror should ensure the values proposed on these sheets are what they are proposing

  - Especially if changes were made to the cost model

  - There are green input cells to allow the offer to make additional adjustments to OCE Overhead, OCE G&A and to Fee. Details of all adjustments must be included in the cost narrative

- Total Worksheet

  - Is a summation of all inputs in the cost model

    - This value must match what is in the model contract

- IDIQ Burdened Labor

  - Input Labor Classification, Government Labor Classification and burdened labor rate thru G&A (without fee) for GFY 13 thru GFY 22

- ACES

  - The offer is to input quantities based on the categories of end user services identified

  - Unit cost have been pre-populated

  - Descriptions of pre-populated unit costs are at the bottom of the worksheet

  - Research In Motion (RIM) – based is the Blackberries

- KDC (Kennedy Data Center)

  – Input hosting Service, Storage Services, Web housing, and File Shares by GFY

- Maximo

  – Input initial/new Single License, Initial/concurrent user licenses, mobile Maximo and Other Maximo products requirements

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- Insurance

  – Input Group insurance, workers compensation, general liability, automobile liability, and other insurances

  – Reference NFS 1852.228-75 Minimum Insurance Coverage.

- Summaries

  – Summaries requires no input from offerors.

- Protection

  – Protection has a macro which will protect/unprotect all worksheets

    - If you add a worksheet to the cost model, please include the worksheet name on this worksheet

    - It is recommended that unless you have to change a locked cell, that you do not run the unprotect macro

TEST AND OPERATIONS SUPPORT CONTRACT

- Columns

  - This worksheet contains a macro that compresses and expands cost model worksheets 1 through 7.5

  - Offerors should hide columns prior to printing and sending cost model back to the Government

- Additional Cost Model (ACM)

  - Phase-In

  - CLIN 002 Preserving Thermal Protection System Manufacturing Capability (GFY 13 through GFY 22)

  - CLIN 003 ISS Transition and Retirement (GFY 20 through GFY 22)

  - CLIN 004 Marine Vessel Operations and Maintenance (GFY 13 through GFY 22)

  - Same as the Basic Cost Model just much smaller and very limited WBS information

Rates and Factors model

- Designed to assist DCAA in rates and factors audits

    – DCAA is now the longest single item in proposal evaluation process

    – All worksheets ask for the prior three fiscal years plus data on GFY 13 through GFY 22

    – Drop-downs are provided wherever possible. These are not all inclusive lists, so add to list provided to properly capture your proposal information

- – Prime and Subcontractor proposed labor, rates and dollars do not match

- – Offeror does not explain when there is a difference between what the prime proposes for the major subcontracts and what the major subcontractor proposes

- – Cost model, Staffing Plan and BOEs do not match

- – Prime does not include the cost realism analysis of their major subcontractors as required by FAR

- – Offeror does not include required information on offeror's uncompensated overtime

- – DCAA is not provided copies of the cost proposal in a timely manner

- – DCAA does not get sufficient budget data to allow evaluation of rates and factors

- – Offerors do not include the provisions of CBAs, as a minimum, through the period the CBAs are valid

- – Offeror changes model without providing explanation in cost narrative

- – Offeror does not fill out all required information in cost model

  - Insurance, headcount, DCAA information, etc

- – Offeror includes OCE values in addition to standardized values without explanation

- – Rates and Factors Summary in the R&F model does not match the Rates and Factors Summary in the Basic Cost Model and ACM Cost Models